

STATE OF CALIFORNIA

Department of Parks and Recreation

# CAREER OPPORTUNITY BULLETIN



**Date: October 1, 2012**

**Bulletin # 818**

This Career Opportunity Bulletin may also be viewed on our website at

[www.parks.ca.gov](http://www.parks.ca.gov)

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

## HOW TO APPLY

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation

P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit

All applications must be postmarked by the final filing date

**FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: October 12, 2012**

California Relay Service

**TDD 1-800-735-2929**

Jobs Phone Line

**1-916-653-6995**

California State Parks is an equal opportunity employer. It is the Department's policy to ensure that all personnel actions will be conducted in a nondiscriminatory manner. All personnel procedures will be conducted in full compliance with all Federal and State employment requirements. The Department will ensure maintenance of a personnel system which provides equal employment opportunity in hiring, training and promotion – under all terms and conditions of employment – for all purposes, at all levels of the Department's workforce – regardless of age, sex, race, color, creed, religion, political affiliation, natural origin, genetic characteristics, ancestry, disability, medical condition, marital status, veterans status, and sexual orientation. For information concerning the complaint process, contact an EEO Counselor or the Human Rights Office.

## **Career Opportunity Bulletin #818**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

- **ACCOUNTING OFFICER, SPECIALIST/ACCOUNTANT TRAINEE – ADMINISTRATIVE SERVICES DIVISION/ACCOUNTING SERVICES SECTION/CASHIERING UNIT/ HEADQUARTERS/SACRAMENTO**
- **MANAGEMENT SERVICES TECHNICIAN – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**
- **STATE PARK EQUIPMENT OPERATOR – ANGELES DISTRICT**
- **STATE PARK INTERPRETER I (PERMANENT INTERMITTENT) – SIERRA DISTRICT/ ALPINE MONO SECTOR/MONO LAKE TUFA STATE NATURAL RESERVE**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

➤ **STATE PARK SUPERINTENDENT II – ANGELES DISTRICT**

### WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10,14,15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

#### UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

#### Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the unit 12 collective bargaining agreement.

#### Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the unit 13 collective bargaining agreement.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-070-4546-010**

**ACCOUNTING OFFICER, SPECIALIST (\$3841 - \$4670)/ACCOUNTANT TRAINEE (\$3240 - \$3751) – ADMINISTRATIVE SERVICES DIVISION/ACCOUNTING SERVICES SECTION/CASHIERING UNIT/HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Accounting Administrator I, Supervisor. The incumbent will perform professional accounting duties in the Cashiering Unit. The incumbent will oversee the daily analyses of the Department's Zero Based Account (ZBA) with Bank of America to assure revenue collections are accurately accounted for. The incumbent will also work closely with Bank of America and process bank/deposit adjustments and report of collection adjustments. Knowledge of CALSTARS, Microsoft Word, Excel, and Access are preferable. **State housing is not available.** The Resources Agency Building is conveniently located next to light rail. This position may be downgraded for recruitment purposes. For further information regarding this position, please contact Eliza Trejo at (916) 653-8174.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-553-5278-003**

**MANAGEMENT SERVICES TECHNICIAN (\$2495 - \$3426) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**

The reporting location for this position is the Hungry Valley District Office located in Gorman. This position will work under the direction of the Administrative Officer II. Hungry Valley is seeking a highly motivated and energetic individual with strong organizational skills in the District's Personnel Office. Responsibilities include all aspects of timekeeping, personnel, benefits and hiring processes. **Possession of a valid California Driver's License is required. Please provide proof of eligibility with application.** A background check is required. **State housing is not available.** For further information regarding this position, please contact Susan Brock at (661) 248-7015.

**549-915-6389-001**

**STATE PARK EQUIPMENT OPERATOR (\$3906 - \$4497) – ANGELES DISTRICT**

The reporting location for this position is the Angeles District Office located at Malibu Creek State Park. This position is responsible for the regular maintenance and repairs to roadways and other facilities within the Angeles District, and will assist with a wide variety of resource projects. The incumbent will be a team player, able to work closely with others. The incumbent will operate a wide range of equipment including wheeled loaders, dozer, backhoe, grader, dump truck, and any rental equipment needed for District projects. **This position requires possession of a valid California Class "A" Driver's License. Please provide proof of eligibility with application. This position is subject to the Federal Drug and Alcohol Testing Program. State housing is not available.** For further information regarding this position, please contact Dennis Dolinar at (310) 699-3211.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-686-2826-901**

**STATE PARK INTERPRETER I (PERMANENT INTERMITTENT)(\$20.16 - \$24.51/HOUR) –  
SIERRA DISTRICT/ALPINE MONO SECTOR/MONO LAKE TUFA STATE NATURAL  
RESERVE**

The reporting location for this position is in Lee Vining. This position will work under the direction of the State Park Peace Officer Supervisor Ranger, who is stationed at Bodie State Historic Park. The incumbent will be responsible for preparing and conducting interpretive programs, roving visitor sites and answering questions about the natural history of the lake, rules and regulations, camping, boating, swimming, etc. The incumbent will organize and lead school group programs for approximately 700 kids annually. This position will regularly collect and count day-use fees and prepare deposits; prepare monthly visitor attendance reports and interpretive summaries; maintain visitor sites as well as several miles of interpretive trails; will regularly clean bathrooms at visitor site several times weekly, pick up trash, and work on a variety of resource projects including an exotic species removal program and raking out off-road vehicle tracks. This position will also manage, schedule and assist in the training of 40 volunteers. The position will supervise film events and scientific activities, work in partnership with partner agencies and non-profits and co-organize a large annual Mono Basin bird festival ("Bird Chautauqua"). The work schedule for this position is varied and adapts to season, event schedules, and special needs as identified by the Supervising Ranger. Applicants must be willing to work weekends, holidays and irregular hours often on an as-needed basis. Funding for this position is subject to change throughout the year and applicants must be prepared to adapt their monthly work schedule accordingly. A background in biology or natural history is strongly desired. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Tom Gunther at (760) 647-6143 or [tgunther@parks.ca.gov](mailto:tgunther@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

**548-915-0978-001**

**STATE PARK SUPERINTENDENT II (\$5525 - \$7330) – ANGELES DISTRICT**

The reporting location for this position is the Angeles District Office. This position will work under the direction of the District Superintendent. The successful candidate will be responsible for the management of the District's Public Safety and Law Enforcement program, including Public Safety Information (media liaison), Field Training Program, Standardized Emergency Management System (SEMS) – Incident Command, Public Safety Telecommunications Program, Parking Notice Program, Evidence Custodian, Peace Officer Training, Peace Officer Standards and Training (POST) compliance, management of Public Safety Reports, liaison with law enforcement agencies of concurrent jurisdiction and local District Attorney's Office. The successful candidate will work closely with the partnerships we have with the National Park Service and the Santa Monica Mountains Conservancy. A commitment to the Departments mission is a must including the notion of the generalist ranger. **State housing is not available.** For further information regarding this position, please contact Craig Sap at (818) 880-0396 or [csap@parks.ca.gov](mailto:csap@parks.ca.gov).

**\*\*\*\*\* EXAMINATIONS \*\*\*\*\***

The Department of Parks and Recreation has scheduled the following examinations.

Standard State applications (STD. 678) may be sent to:

Department of Parks and Recreation

Personnel Office

ATTENTION: EXAM UNIT

P.O. Box 942896

Sacramento, CA 94296-0001

**CLASS**

**FINAL FILING DATE**

**EXAM BASE**

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Classification: ACCOUNTANT TRAINEE

Recruitment number: 097500-00104179-9PB31

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

Recruitment number: 097500-00105393-9PB04

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: ENVIRONMENTAL SCIENTIST

Recruitment number: 097500-00100762-9PB01

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: STAFF SERVICES MANAGER I

Recruitment number: 097500-00104800-9PB19

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: STAFF SERVICES MANAGER II

Recruitment number: 097500-00104800-93914M

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)